

City of Brentwood  
Planning and Codes Department  
5211 Maryland Way (37027)  
P.O. Box 788  
Brentwood, TN 37024-0788

Office (615) 371-2204

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www.brentwood-tn.org/planning



♦ **Request for Partial Fee Refund**  
**Temporary Certificate of Occupancy** ♦

**MARCH 1, 2016**

**MARCH 1, 2016**

**MARCH 1, 2016**

**MARCH 1, 2016**

Permit #: \_\_\_\_\_

Date on Temp. C/O: \_\_\_\_\_

Payer Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_(\_\_\_\_)\_\_\_\_\_

Email: \_\_\_\_\_

Name to appear on check (if different): \_\_\_\_\_

Address to mail check (if different): \_\_\_\_\_

***Chapter 14, Article III of the Code of Ordinances of the City of Brentwood;***

***Subsection 14-73. Temporary Certificate of Occupancy Fee***

***A \$2,000.00 fee shall be required for the issuance of a temporary certificate of occupancy for residential and commercial construction. Upon re-inspection, a sum of \$1,750.00 will be refunded to the person or entity that originally paid the fee, if all outstanding items are resolved within 60 days of issuance of the temporary certificate of occupancy and a full certificate of occupancy is subsequently issued as a result of such re-inspection.***

***\*Issuance of refund check is not immediate and is subject to the policies of the City of Brentwood - Finance Department.***

\_\_\_\_\_  
***Payer Signature***

\_\_\_\_\_  
***Print Name Clearly***

\_\_\_\_\_  
***Title***

\_\_\_\_\_  
***Date***

\_\_\_\_\_  
***Office Use Only***

\_\_\_\_\_  
***Codes Official Signature APPROVAL***

\_\_\_\_\_  
***Codes Official Signature DENIED***

\_\_\_\_\_  
***Date***

\_\_\_\_\_  
***Reason for Denial - Attach an additional sheet, if necessary***